STATE OF NEBRASKA

DEPARTMENT OF ADMINISTRATIVE SERVICES

INFORMATION MANAGEMENT SERVICES

COST ALLOCATION PLAN

FISCAL YEAR 2005

JULY 2004

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EXECUTIVE OVERVIEW

The State of Nebraska, Department of Administrative Services, Division of Information Management Services (IMServices), provides services to State agencies and other governmental entities. Subject to review and approval by the Director of Administrative Services, the IMServices Administrator has the powers, duties and responsibilities defined in Section 81-1117, R.R. Statues of Nebraska, 1943.

System of Charges (Revised by LB 924, effective April 2, 1998)

81-1117(2)(g) provides direction for the IMServices Administrator:

(g)   He or she shall provide for a system of charges for services rendered by the Information Management Services Division of the Department of Administrative Services to any other department or agency of the State when these charges are allocable to a particular project carried on by such department or division. Such standard rate charges shall, as nearly as may be practical, reflect the actual costs incurred in the performance of services for such department or agency. Such system of charges shall be annually reviewed by the Legislature's Committee on Appropriations. Rates planned for the coming fiscal year shall be included in the instructions for completion of budget request forms as annually prepared by the Department of Administrative Services budget division. If rate revisions are required during the fiscal year to reflect changes in the Information Management Services division's operating costs, these revisions shall be announced to state agencies at least thirty (30) days prior to their use in billing these agencies for services. Miscellaneous supplies shall be billed to using agencies at actual cost. Equipment used primarily by one agency for special applications shall be billed to that agency at actual cost. In the event of saturation of the Information Management Services division with the resulting need for contractual support to be furnished by another Information Management installation, agencies shall be billed at actual cost. The charges received by the department for Information Management Services shall be credited to a fund hereby created which shall be known as the Information Management Revolving Fund. Expenditures shall be made from such fund to finance the operations of the Information Management Services division in accordance with appropriations made by the Legislature. Any money in the Data Processing Revolving Fund on the operative date of this section shall be transferred to the Information Management Revolving Fund on or after such date. Any money in the Information Management Revolving Fund available for investment shall be invested by the state investment officer pursuant to the Nebraska Capital Expansion Act and the Nebraska State Funds Investment Act.

Federal Regulations

Federal auditor's expense findings relate to necessity, allowability, and reasonableness of IMServices' expenses in view of Federal regulations. Cost principles for State and Local Government (applicable to grants) are described in the Office of Management and Budget (OMB) Circular No. 87 which supersedes Federal Management Circular 74-4 as revised. OMB Circular A-102, Federal Attachment O, relieves State agencies from the imposition of additional Federal procurement regulations provided that the State adheres to certain standards:

> "Grantees shall use their own procurement procedures which reflect applicable
> State and local laws and regulations, provided that procurements for Federal
> Assistance Programs conform to the standards set forth in this, Federal
> Attachment D and applicable Federal law."

Since several Federal grantee agencies purchase IMServices' services, IMServices cost allocation plan is submitted annually for Federal review.

IMServices Organization and Facilities

The IMServices Division is organized functionally (Attachment A) and operates three mainframe computers. In the IMServices' Data Center, an IBM R75 and R55, function with an OS/390 operating system and the IBM 9121-R22 functions with a VM/ESA operating system. The OS/390 systems support teleprocessing (CICS), database, and extensive batch processing. The VM system supports a timesharing network (Conversational Monitoring System - CMS) and some limited batch processing.

Expense Accounting Subsystem

The State of Nebraska uses an accrual based accounting system. This centralized Nebraska Information System (NIS) includes the IMServices Revolving Fund 56560 as Program 172. IMServices uses NIS sub-program codes for management, indirect and direct cost centers (Attachment B).

All payment vouchers are annotated by type of expenditures within cost centers using business units. IMServices employees are identified by their respective business unit (Attachment D) in the Nebraska Information System (NIS) to automatically accumulate personal service expenses.

Indirect expenditures and payroll distribution benefiting more than a single center are charged initially to a management or indirect cost center for subsequent transfers and/or allocation to direct cost centers.

Rate Determination

Using accepted cost accounting concepts and "full costing" theory (OMB Circular No. A -121), all indirect IMServices expenses are allocated through a staged process to direct cost centers. Functionally, a direct cost center represents the resources used to provide a specific data processing service(s). Standard rates were calculated using anticipated fiscal year resources costs (accrual-based accounting) divided by the projected usage in billable units of service (Attachment F).

> **Note:** Fiscal year ending cost center balances (variances) are "rolled forward" into rate calculations for the succeeding fiscal year's standard rates.

Billing Subsystem

IMServices utilizes Pace Applied Technology software under license for billing purposes. This software supports the following process:

1. Captures units for resources used for batch and TSO jobs on the OS/390 mainframe.

2. Captures units for disk storage on OS/390 mainframe

3. Captures units for CICS usage.

In addition to the above input data, IMServices software integrates timecard and special charge/credit inputs into the billing procedure (Attachment E), and generates comprehensive agency billing via Intra-State Transactions Document with unit cost detail for all services delivered during the previous calendar month.

Rate Adjustment Cycle

Projected IMServices rates were published in State of Nebraska: Budget Preparation Instructions Fiscal Years 2004-2005, June 2003. IMServices must give the Legislature's Appropriations Committee and user agencies prior notice on all rate changes. During the fourth quarter, the standard rates for the next fiscal year cost allocation plan will be determined. All cost centers balances will be reviewed each month. The IMServices Revolving Fund requires a cash balance to sustain service delivery. A cash balance equal to two months' expenditures is required to fund operating expenses.

COST DETERMINATION AND ALLOCATION

DEFINITIONS (RE: OMB Circular A-121)

a) Data processing facility. For the purpose of this cost allocation plan the term "data processing facility" means the personnel, hardware, software, and physical facilities of IMServices whose function is to provide data processing services to governmental entities. A data processing facility includes:

1. The personnel who operate computers; develop and maintain software; provide user liaison and training; prepare and control input data; control, reproduce, and distribute output data; maintain tape and disk libraries; provide security, maintenance, and custodial services; and manage or provide administrative support to other personnel engaged in these activities.

2. The owned, rented or leased computer and telecommunications hardware including central processing units; associated peripheral equipment such as control or switching units, disk drives, tape drives, printers and consoles; data reproduction, decollation; telecommunication equipment used for the transfer of data between remote sites and the facility including telecommunications control units, terminals, modems and dedicated phone lines.

3. The general purpose software including operating system software, utilities, sorts, language processors, access methods, data base processors and other similar multi-user software.

4. The physical facilities including computer rooms; tapes and disk libraries; stockrooms and warehouse space; office space; physical fixtures such as desks, chairs, storage and file cabinets; general office telephones; and general office duplicating equipment, calculators and similar office machines.

b) Full costs. As used in this cost allocation plan the term "full costs" means all significant expenses (including direct and indirect) incurred in the operation of a data processing facility. The following cost elements must be included:

1. Personnel - including personnel salaries, overtime and fringe benefits, training, and travel.

2. Equipment - including depreciation for owned, capitalized equipment; rental costs; leased costs; and direct expenses for non-capitalized equipment.

3. Software - including depreciation for capitalized costs of developing, converting or acquiring software; rental costs for software; and direct expenses for non-capitalized acquisition of software.

4. Supplies - including office supplies; data processing materials; and miscellaneous expenses.

5. Contractual services - including technical and consulting services; equipment maintenance; data entry support; operations support; maintenance of multi-purpose and operating system software; and telecommunications network services.

6. Space occupancy - including rental and depreciation of buildings, general office furniture and equipment; building maintenance; heating, air-conditioning and other utilities expenses; telephone charges; and building security and custodial services.

c) Client. For the purpose of this Cost Allocation Plan, the term "client" means an organizational or programmatic entity, which receives service from a data processing facility.

d) Application. As used in the Cost Allocation Plan, the term "application" means a computer program, or set of programs, designed to process related records in one area of work and accomplish a specific objective, (e.g., payroll, inventory management, personnel administration, budget preparation, and cost accounting).

STANDARD RATE

Client agency billings are based upon standard rates for data processing service units. Standard rates are calculated using the known and anticipated costs and the projected usage expressed in terms of billable units. Therefore, the price of a unit of data processing service does not fluctuate with the amount of usage during the accounting period. IMServices' standard rate structure will be reviewed monthly, but actual rate changes will normally occur only at the beginning of the State's fiscal year (July).

METHODOLOGY

When disbursement documents are prepared, each expenditure is coded to a cost center (management, indirect, or direct). A monthly General Ledger Report by business unit/object account details expenditures and revenue receipts. An IMServices Cost Center Billing Report by Cost Center details billed revenues by month and year-to-date. These two reports also provide cumulative expenditure and billing data by cost center. Other revenue sources are (1) Investment interest and (2) Surplus equipment sales income. Investment interest income is received initially into the IMServices Administration Cost Center (00) for subsequent distribution. Surplus equipment sales income is applied to the appropriate cost center(s) when applicable.

Total expenditures for all cost centers and miscellaneous billed revenues affecting management and indirect cost centers are posted to a progress report (Attachment J). Capital outlays are deferred for recovery through depreciation. Any gains from surplus equipment sales are allocated to the appropriate cost center.

Standard rates are used for transfer between cost centers. The amounts to be transferred are obtained from job specific reports with resource units applied for each kind of unit cost service. IMServices' standard rates for education and training costs are transferred to the employee's cost center. Transfers between cost centers are depicted with projected cost and allocations for each fiscal year ending June 30 in each cost center description.

Specific overhead costs are also allocated among cost centers as follows:

1   Management cost center balances are allocated to other cost centers based on a percentage of FTE's and billed revenues.

2   Indirect cost centers balances are distributed to beneficiary centers proportional to the percentage of support they receive.

3   Building occupancy/utility charges are allocated to centers based on a standard rate per square foot.

Significant outstanding payables and fiscal year end encumbrances are posted monthly to appropriate direct cost centers. The total cost by direct cost center after allocations is determined by completing a Progress Report (Attachment J). However, two levels of allocation must be accomplished in sequence:

1   Management cost center balances are closed to indirect and direct cost centers proportional to a percentage of FTE's and billed revenues.

2   Indirect cost center balances are closed to direct cost centers based on a proportional percentage of support to the direct cost centers.

Matching expense to revenue by cost center is accomplished by comparing the Progress Report (Attachment J) to the Cost Center Billing Report (PAC510) for any monthly or cumulative year-to-date analysis. Since all direct cost centers are designed to be self-sufficient, billing standard rates are developed to recover actual costs as equitably as possible from IMServices clients.

PLAN CLARIFICATION

1. IMServices operations require a large number of small outlays for equipment (cables, components, features, etc.) and vendor-owned software items.

    Explicit thresholds for item specific depreciation schedules were established July 1, 1980 and revised July 1, 1988 .

2. Attachment K summarizes direct expenditures by account and by cost center.

3. Attachment L summarizes depreciation, miscellaneous income, transfers, and resources applied by direct cost center.

4. Attachment M summarizes overhead distribution from management and indirect centers to direct cost centers.

5. Since computer hardware is identified with a specific cost center, credit is applied to the associated cost center for income from miscellaneous surplus equipment sales, trade-in, etc.

6. Transfers and allocations for all cost centers affected are shown graphically and explained in notes with each center.

INFORMATION MANAGEMENT SERVICES COST ALLOCATION PLAN OVERVIEW

DIRECTED COSTS:

PROJECTED PERIOD EXPENDITURES

PROJECTED CAPITAL DEPRECIATION

PROJECTED IMServices RESOURCE UTILIZATION at CURRENT RATES

PROJECTED OCCUPANCY PER SQUARE FOOT

PROJECTED INTEREST INCOME BASED ON PRIOR YEAR'S REVENUE

INDIRECT COST CENTERS

DIRECT COST CENTERS
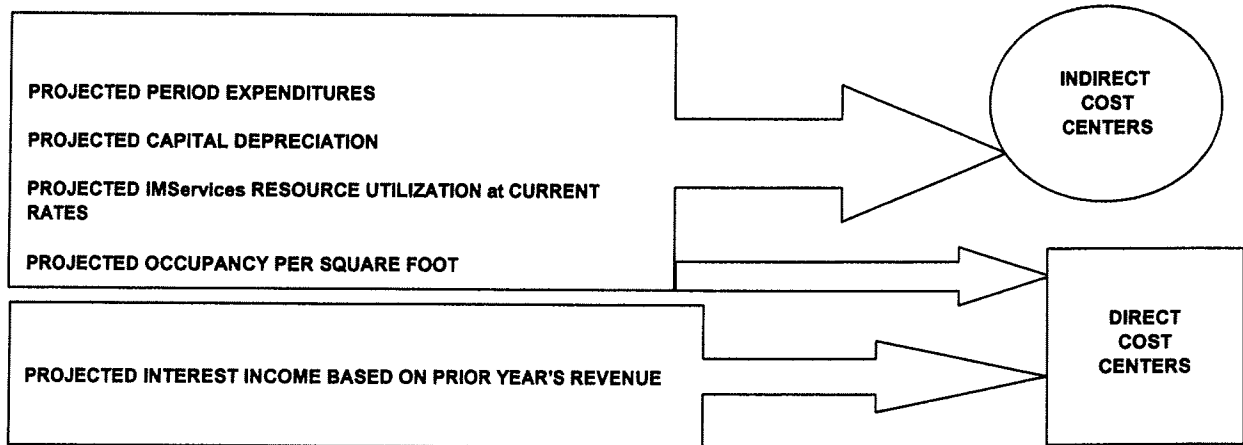
BASIS FOR DISTRIBUTION OF OVERHEAD: (Indirect Cost Centers Close into Direct Cost Centers)

IMServices MANAGEMENT CENTERS

BASED ON % OF FTE's AND BILLED REVENUES

INDIRECT COST CENTERS

Based on Projected % of Support

DIRECT COST CENTERS
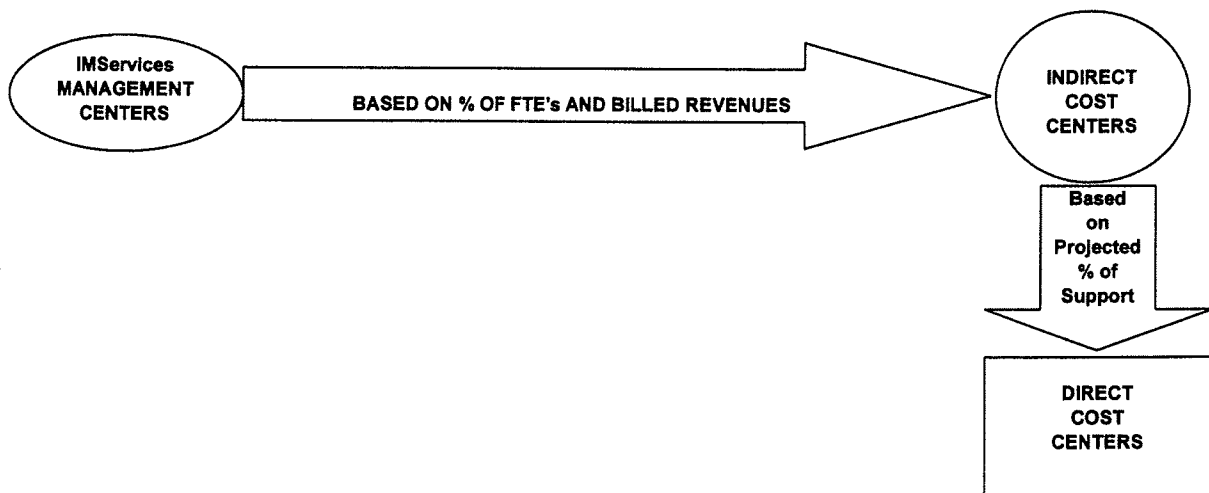
BASIS FOR DETERMINING RATES:

TOTAL DIRECT COST CENTER EXPENDITURES

PROJECTED AGENCY UNITS OF USAGE
PROJECTED IMServices UNITS OF USAGE
PROJECTED UNIT SERVICES UNITS OF USAGE

= IMServices BILLING RATE

6
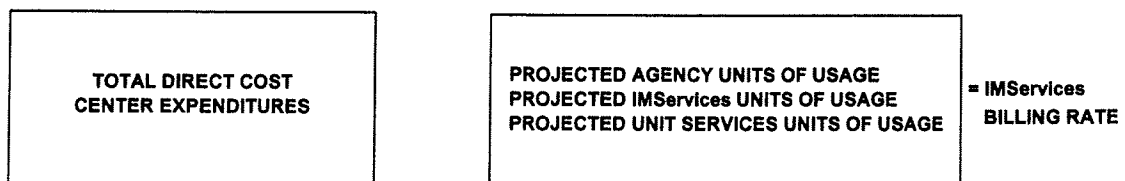
RATE CALCULATIONS

INDIRECT (MANAGEMENT) CENTERS:

IMServices ADMINISTRATION (00)

Personnel and hardware/software dedicated to administrative and clerical functions for all line and staff personnel of Information Management Services are included. Standard costs are transferred to Center (00) for actual personnel training. Allocation of space occupancy/utility costs is distributed to all IMServices cost centers on the basis of square footage in each. Allocation of investment interest income is credited to each direct cost center on the basis of the prior year's billed revenues. Credit is applied for income from miscellaneous surplus equipment sales. The balance of this center is allocated to other cost centers based on a percentage of FTE's and billed revenues.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 1,999,772	78.51%
Cost Center Depreciation	-	0.00%
IMServices Resource Utilization	547,293	21.49%
TOTAL COST	$ 2,547,065	

Allocation of Cost Center based on percentage of FTE's
and billed revenues

TOTAL DISTRIBUTION	$ (2,547,065)

Allocation of $1,100,000 for Building Division occupancy charges is distributed on the basis of square footage for Fiscal Year 2005 and is included in Direct Expenditures as follows:

C/C		%	C/C		%	C/C		%
00	-	34.3	13	-	3.4	21	-	6.3
02	-	9.2	15	-	0.5	25	-	4.9
10	-	5.8	16	-	1.5	50	-	20.6
11	-	1.6	18	-	2.4	83	-	2.5
			20	-	2.6	86	-	4.0
						88	-	0.4
								100.00

Allocation of $250,000 for Investment Council interest income is distributed to Direct Centers on the basis of previous year's billings as follows:

C/C		%	C/C		%	C/C		%
02	-	4.0	20	-	10.0	50	-	49.0
12	-	8.0	21	-	3.0	53	-	5.0
16	-	1.0	25	-	2.0	86	-	2.0
18	-	1.0	30	-	4.0	88	-	11.0
								100.00

Allocation of the cost center balance is based on a percentage of FTE's and billed revenues:

C/C (02), (10), (11), (12), (13)*, (16), (18), (50), and (88).

*Allocation to C/C (13) is based on a percentage of FTE's and billed revenues in Cost Centers (20), (25), (30), (83), and (86).

The IMServices Helpdesk is included in the Administrative Cost Center and is allocated based on % of calls to:
CC (02) 12.5%, CC(12) 2%, CC(16) 25%, CC(18) 35%, CC(20) 11.5%, CC(30) 2%, CC(40) 2%, CC (88) 10%

INDIRECT CENTERS:

SYSTEMS MANAGEMENT AND TECHNICAL SUPPORT (10)

Personnel and hardware/software dedicated to the installation and maintenance of operating systems, proprietary application software and user consultation in support of the state network are included.

The center is credited for its miscellaneous surplus equipment sales (when applicable). The balance is allocated to direct operating centers based on the percentage of support.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$	1,676,882	44.04%
Cost Center Depreciation		-	0.00%
Costs Transferred In		87,850	2.31%
IMServices Resource Utilization		2,043,200	53.66%
TOTAL COST	$	3,807,932	

Allocation of Cost Center Balance based on percentage of support	$	(3,807,932)	(100.00%)

C/C (12) 10%, (20) 55%, (30) 10%, (40) 5%, (83) 15%, and (86) 5%

DATA BASE MANAGEMENT (11)

The task of Data Base Management is to design, implement and maintain State agency databases. Actively supporting the many Application Development areas, this group helps design and implement application data bases, and assists analysts and programmers in developing effective and efficient systems to access client information. Additionally, the staff implements and maintains procedures to safeguard that information from loss, misuse, or corruption.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$	2,701,613	76.98%
Cost Center Depreciation		-	0.00%
Costs Transferred in		21,962	0.63%
IMServices Resource Utilization		785,996	22.40%
TOTAL COST	$	3,509,571	

Allocation of Cost Center Balance based on percentage of support	$	(3,509,571)	(100.00%)

C/C (20) 44%, (30) 1%, and (83) 55%

8

COMPUTER OPERATIONS (13)

Personnel and hardware/software dedicated to the administration and supervision of computer operations are included. Miscellaneous debit and credit adjustments are accumulated in this center for subsequent allocation. The balance is allocated to all direct cost centers in the operations group based on percentage of support.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 2,140,194	58.57%
Cost Center Depreciation	-	0.00%
Costs Transferred in	505,136	13.82%
IMServices Resource Utilization	1,008,599	27.60%
TOTAL COST	$ 3,653,929	
Allocation of Cost Center balance based on percentage of support	$ (3,653,929)	(100.00)%

C/C (16) 1%, (20) 49%, (25) 10%, (30) 5%, (83) 15%, (86) 15%, and (88) 5%

SECURITY (15)

Personnel and hardware/software dedicated to the administration and supervision of computer security are included. Miscellaneous debit and credit adjustments are accumulated in this center for subsequent allocation. The balance is allocated to direct cost centers based on percentage of support.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 900,673	100.00%
Cost Center Depreciation	-	0.00%
Costs Transferred in	-	0.00%
IMServices Resource Utilization	-	0.00%
TOTAL COST	$ 900,673	
Allocation of Cost Center balance based on percentage of support	$ (900,673)	(100.00)%

C/C (20) 100%

DIRECT CENTERS:

AGENCY PASS-THROUGH (01)

This center has been established for the accumulation and billing of costs for dedicated equipment and miscellaneous supplies at actual vendor charges.

Projected Cost Fiscal Year 2005:

-Licensed Software (Maintenance)	$ 950,000	100.00%
TOTAL COST	$ 950,000	

AGENCY SHARED COMMUNICATION EQUIPMENT (02)

Network services are provided to statewide locations through various specialized items of equipment. These include large communications processors at the host and the workstation controllers, firewalls, switches, routers, and bridges installed at each site. The cost of this equipment is recovered through fees charged for network connections.

Standard rates are established to recover all direct, indirect, and overhead expenses of operating this center. These rates are established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 1,314,447	69.42%
Cost Center Depreciation	223,450	11.80%
Costs Transferred In	153,665	8.12%
IMServices Resource Utilization	219,479	11.59%
Interest Income	(17,500)	(0.92%)
Variance Applied to Fiscal Year 2005 Plan	-	(0.00%)
TOTAL COST	$ 1,893,541	

Variance Applied to Fiscal Year 2005 Plan	$	-
Variance Deferred beyond Fiscal Year 2005 Plan	$	(1,353,000)

Projected Billing Revenues Fiscal Year 2005:

022	$\dfrac{\text{Annual Cost}}{\text{LAN Segment Connections}}$	$\dfrac{\$\ 1,456,800}{4,856\ \text{Connections}}$	=	$300.00	Month
026	$\dfrac{\text{Annual Cost}}{\text{Fixed Function Terminal Connection}}$	$\dfrac{\$\ 185,820}{15,485\ \text{Connections}}$	=	$12.00	/Month
027	$\dfrac{\text{Annual Cost}}{\text{SNA}}$	$\dfrac{\$\ 210,600}{1,404\ \text{Units}}$	=	$150.00	/Month
028	$\dfrac{\text{Annual Cost}}{\text{Direct Access}}$	$\dfrac{\$\ 40,320}{1,344\ \text{Connections}}$	=	$30.00	/Month

CICS MANAGEMENT (12)

CICS is the State's primary online interactive function operated on the OS/390 system. Hundreds of products have been developed by state personnel to operate under CICS to directly support our major business functions. Typical activities operated each business day include the issuance of food stamps (HHS), collection of taxes (Revenue), highway development planning (Roads), and the issuance of unemployment benefits (Labor).

A standard rate is established to recover all direct, indirect, and overhead expenses of operating this center. This includes personnel and equipment dedicated to installation and maintenance of system software. This rate is established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 857,150	27.05%
Cost Center Depreciation	-	0.00%
Costs Transferred In	475,659	15.01%
IMServices Resource Utilization	2,121,143	66.94%
Interest Income	(20,000)	(0.63%)
Variance Applied to Fiscal Year 2005 Plan	(265,000)	(8.36%)
TOTAL COST	$ 3,168,952	

Variance Applied to Fiscal Year 2005 Plan	$ (265,000)
Variance Deferred beyond Fiscal Year 2005 Plan.	$ (1,445,000)

Projected Billing Revenues Fiscal Year 2005:

034	$\dfrac{\text{Annual Cost}}{\text{CICS Share}}$		$ 3,120,391	=	$ 0.40 Sec-CPU
		-Agencies	7,794,587 Sec		
		-IMServices	6,391 Sec		

035	$\dfrac{\text{Annual Cost}}{\text{CICS Test}}$		$ 48,560	=	$ 0.40 Sec-CPU
		-Agencies	107,658 Sec		
		-IMServices	13,743 Sec		

DISTRIBUTION SYSTEMS (16)

The distributed systems network reaches each county in Nebraska in addition to numerous state agencies. An AS/400 computer is located in each county and is networked to the enterprise server in IMServices. This currently supports motor vehicle titling and registration, courts and various auxiliary systems.

This cost center has been established to assist in identifying and controlling costs of the distributed systems support. Appropriate rates will be established as systems are implemented to recover all direct, indirect and overhead expenses of operating this cost center.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 372,413	65.86%
Cost Center Depreciation	-	0.00%
Costs Transferred In	168,170	29.74%
IMServices Resource Utilization	27,396	4.84%
Interest Income	(2,500)	(0.44%)
Variance Applied to Fiscal Year 2005 Plan	-	(0.00%)
TOTAL COST	$ 565,479	

Variance Applied to Fiscal Year 2005 Plan	$	-
Variance Deferred beyond Fiscal Year 2005 Plan	$	(129,000)

Projected Billing Revenues Fiscal Year 2005:

$$\frac{\text{Annual Cost}}{\text{Annual Revenues}} \qquad \frac{\$565,479}{12 \text{ month}} \qquad = \qquad \$\ 47,123 \ \text{Monthly}$$

PC/LAN SUPPORT (18)

This cost center provides Information Technology (IT) support for the Department of Administrative Services and State agencies, boards, and commission's computing environments. The client agencies contact the PCLAN Team to assist them on various IT related projects. The support environment includes hardware, software, servers, printers, networking, and consulting. Software support includes Windows 95/98/NT, Novell, Linux, MS Office, Lotus Notes, Attachmate Extra, Pcomm, etc.

IT Analyst rates are established to cover direct, indirect, and overhead expenses. Time and material rates are currently being used. Additional rate structures are being explored.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 1,133,161	87.27%
Cost Center Depreciation	-	0.00%
Costs Transferred In	155,732	11.99%
IMServices Resource Utilization	12,089	0.93%
Interest Income	(2,500)	(0.19%)
Variance Applied to Fiscal Year 2005 Plan	-	0.00%
TOTAL COST	$ 1,298,482	

Variance Applied to Fiscal Year 2005 Plan	$ -
Variance Deferred beyond Fiscal Year 2005 Plan	$ (191,000)

Projected Billing Revenues Fiscal Year 2005:

083
$$\frac{\text{Annual Cost}}{\text{Desktop Support}} \quad \text{-IMServices} \quad \frac{\$\ 385,265}{2,657\ \text{Desktops}} = \$145.00 \text{ Desktop Support}$$

109
$$\frac{\text{Annual Cost}}{\text{Server Support/Basic}} \quad \frac{\$\ 224,640}{1,404\ \text{Each}} = \$160.00 \text{ Server Support}$$

110
$$\frac{\text{Annual Cost}}{\text{Server Support/Enhanced}} \quad \frac{\$\ 81,900}{468\ \text{Each}} = \$175.00 \text{ Server Support}$$

$$\frac{\text{Annual Cost}}{\text{SON Server}} \quad \frac{\$\ 20,160}{1,440\ \text{Each}} = \$14.00 \text{ Shared Server Support}$$

154
$$\frac{\text{Annual Cost}}{\text{PC/LAN Support}} \quad \frac{\$\ 129,440}{\text{-Agencies} \quad 475\ \text{Hours}} = \$40.00 \text{ Hourly Increments}$$
-IMServices 2761 Hours

156
$$\frac{\text{Annual Cost}}{\text{PC/LAN Support Sr.}} \quad \frac{\$\ 201,600}{\text{-Agencies} \quad 4,200\ \text{Hours}} = \$48.00 \text{ Hourly Increments}$$
-IMServices 0 Hours

**
$$\frac{\text{*Annual Cost*}}{\text{CNC/Contractor Programn}} \quad \frac{\$\ 255,477}{6,240} = \text{Hourly Increments}$$

CENTRAL PROCESSING UNIT (OS/390 COMPUTER) (20)

The OS/390 enterprise server is the State's principal business computer. It supports CICS daily transaction processing as well as the intensive batch work required by the major business systems. A growing role for OS/390 is to act as the central data server for the increasing number of PC client server applications. The statewide network is supported by OS/390, the latest available vendor-supplied operating system.

A standard rate for computer time (CPU problem solving activity, not clock time) is established to recover all direct, indirect, and overhead expenses of operating this center. This rate is established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 4,680,025	40.93%
Cost Center Depreciation	922,652	8.07%
Costs Transferred In	6,370,016	55.71%
IMServices Resource Utilization	737,228	6.45%
Interest Income	(25,000)	(0.22%)
Variance Applied to Fiscal Year 2005 Plan	(1,250,000)	(10.93%)
TOTAL COST	$ 11,434,921	
	$ 12,684,921	

Variance Applied to Fiscal Year 2005 Plan	$	(1,250,000)
Variance Deferred beyond Fiscal Year 2005 Plan	$	(4,315,000)

Projected Billing Revenues Fiscal Year 2005:

002	Annual Cost		$ 9,442,500	=	$0.19 Sec-CPU
	Enterprise Server	-Agencies	29,967,877 Sec		
		-IMServices	19,729,489 Sec		

003	Annual Cost		$ 1,992,421	=	$0.19 Sec-CPU
	DB2-Inquiry	-Agencies	10,486,428 Sec		

15

PRODUCTION CONTROL (25)

The Production Control function provides for preparation and coordination of batch processing. Batch jobs must be prepared using the correct job control language to assure an accurate and timely completion. Job interrelationships can be established to assure appropriate chronological execution sequence and to minimize hardware and data resource contention.

Standard rates are established to recover all direct, indirect, and overhead expenses of operating this center. These rates are established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures		$ 389,623	33.65%
Cost Center Depreciation		-	0.00%
Costs Transferred In		365,393	31.56%
IMServices Resource Utilization		407,912	35.23%
Interest Income		(5,000)	(0.43%)
Variance Applied to Fiscal Year 2005 Plan		-	0.00%
TOTAL COST		$ 1,157,928	

Variance Applied to Fiscal Year 2005 Plan	$	-
Variance Deferred beyond Fiscal Year 2005 Plan	$	(135,000)

Projected Billing Revenues Fiscal Year 2005:

013	Annual Cost		$ 947,639	=	$2.75	/Set Up
	Job Setup	-Agencies	268,075 Set Ups			
		-IMServices	76,521 Set Ups			
015	Annual Cost		$ 154,353	=	$0.58	/Rpt.
	Job Output	-Agencies	241,011 Rpt.			
		-IMServices	25,114 Rpt.			
032	*Annual Cost		$ 46,456	=	$0.05	/Unit
	Dispatch Online View	-Agencies	244,570 Units*			
		-IMServices	684,558 Units*			
065	Annual Cost		$ 2,887	=	$0.58	/Rpt.
	CMS Job Output	-Agencies	4,277 Rpt.			
		-IMServices	701 Rpt.			
107	Annual Cost		$ 6,594	=	$42.00	/Billable Hour
	Job Scheduler	-Agencies	157 Hours			
		-IMServices	0 Hours			

*An online viewing unit is based on terminal I/O's (per 1000) and screen display, per report viewing.

CENTRAL PROCESSING UNIT (VM/CMS Computer) (30)

The VM/CMS computer is primarily used for analytic computing. During peak demand periods, this system supports more than one thousand simultaneously active clients. It provides the operating platform for many specialized processing utility functions that are vital to the State's business. VM/CMS also provides year-round processing support for the State Legislature.

Standard rates are established to recover all direct, indirect and overhead expenses of operating this center. These rates are established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures		$ 342,716	31.82%
Cost Center Depreciation		128,221	11.90%
Costs Transferred In		653,422	60.67%
IMServices Resource Utilization		2,730	0.25%
Interest Income		(10,000)	(0.93%)
Variance Applied to Fiscal Year 2005 Plan		(40,000)	(3.71%)
TOTAL COST		$ 1,077,089	

Variance Applied to Fiscal Year 2005 Plan	$	(40,000)
Variance Deferred beyond Fiscal Year 2005 Plan	$	(167,000)

Projected Billing Revenues Fiscal Year 2005:

053	$\dfrac{\text{VMCPU Prime Time}}{\text{CMS Processor Prime 0800-1700}}$	$\dfrac{\$\ 642,970}{401,856\ \text{Sec}}$	=	$1.60	Sec-CPU
054	$\dfrac{\text{VMCPU Non-Prime Time}}{\text{CMS Processor Non-Prime}}$	$\dfrac{\$\ 433,519}{270,950\ \text{Sec}}$	=	$1.60	Sec-CPU
063	$\dfrac{\text{Annual Cost}}{\text{CMS File Recovery} \quad \text{-Agencies}}$	$\dfrac{\$\ 600}{60\ \text{each}}$	=	$10.00	File Recovery

-Prime Time is 8 A.M. to 5 P.M., normal State workdays.
-Non-Prime is all other time.

Note

HOSTING SERVICES (40)

Services provided in this area include Hosting of Applications on several platforms, Lotus Notes Mail, Basic Email, Sametime, Nquire (reporting), and Efax.

Standard rates are established to recover all direct, indirect and overhead expenses of operating this center. These rates are established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 398,073	64.39%
Cost Center Depreciation	-	0.00%
Costs Transferred In	220,101	35.61%
IMServices Resource Utilization	-	0.00%
Interest Income	-	(0.00%)
Variance Applied to Fiscal Year 2005 Plan	-	(0.00%)
TOTAL COST	$ 618,174	

Variance Applied to Fiscal Year 2005 Plan	$ -	
Variance Deferred beyond Fiscal Year 2005 Plan	$ 120,000	

Projected Billing Revenues Fiscal Year 2005:

$$\frac{\text{Annual Cost}}{\text{Web Hosting}} \quad \frac{\$ \quad 330,308}{\text{Base/Transactions}} = \quad \begin{array}{l}\text{Per transaction}\\\text{Base}\end{array}$$

$$\frac{\text{Annual Cost}}{\text{Nquire Reporting}} \quad \frac{\$ \quad 78,996}{\text{Retainer}} = \quad \text{Per month}$$

$$\frac{\text{Annual Cost}}{\text{Efax}} \quad \frac{\$ \quad 39,670}{\text{Page}} = \quad \$0.18 \text{ Per page}$$

$$\frac{\text{Annual Cost}}{\text{Basic Email}} \quad \frac{\$ \quad 24,000}{\text{User}} = \quad \$2.00 \text{ Per month}$$

$$\frac{\text{Annual Cost}}{\text{Lotus Notes Mail}} \quad \frac{\$ \quad 141,600}{\text{User}} = \quad \$10.00 \text{ Per month}$$

$$\frac{\text{Annual Cost}}{\text{Sametime}} \quad \frac{\$ \quad 3,600}{\text{User}} = \quad \$1.00 \text{ Per month}$$

APPLICATION DEVELOPMENT (50)

The great majority of business activities conducted on the State computer systems have been designed and developed by IMServices. The total inventory of application systems have been estimated to represent over one hundred million dollars in replacement costs. These systems provide solutions tailored to the State's business needs.

Application Developer hourly rates are established to recover all direct, indirect, and overhead expenses for application development. These rates are established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 19,932,190	92.73%
Cost Center Depreciation	-	0.00%
Costs Transferred In	1,142,411	5.31%
IMServices Resource Utilization	542,738	2.52%
Interest Income	(122,500)	(0.57%)
Variance Applied to Fiscal Year 2005 Plan	-	0.00%
TOTAL COST	$ 21,494,839	

Variance Applied to Fiscal Year 2005 Plan	$	-
Variance Deferred beyond Fiscal Year 2005 Plan	$	(2,029,000)

Projected Billing Revenues Fiscal Year 2005:

144	Applications Developer	$ 2,138,472	=	$56.00	/Billable Hour
	Total Hours Applied	38,187 Hours			
146	Senior Applications Developer	$ 4,260,798	=	$67.00	/Billable Hour
	Total Hours Applied	63,594 Hours			
148	Lead Applications Developer	$ 2,515,852	=	$74.00	/Billable Hour
	Total Hours Applied	33,998 Hours			
*	*Contract Programmer*	$ 12,579,749		Hourly increments	
	Total Hours Applied	149,759 Hours			

DIRECT ACCESS STORAGE - (DISK) (83)

The ability to access computer data in a dynamic and random mode has transformed the data processing industry. The State's inventory of disk-stored data continues to grow rapidly. Improvements in this technology continues to accelerate this growth.

A standard rate is established to recover all direct, indirect and overhead expenses of operating this center. This rate is established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 96,355	2.51%
Cost Center Depreciation	277,265	7.22%
Costs Transferred In	3,123,932	81.30%
IMServices Resource Utilization	357,334	9.30%
Interest Income	(12,500)	(0.33%)
Variance Applied to Fiscal Year 2005 Plan	-	(0.00%)
TOTAL COST	$ 3,842,386	

Variance Applied to Fiscal Year 2005 Plan	$ -
Variance Deferred beyond Fiscal Year 2005 Plan	$ (1,229,000)

Projected Billing Revenues Fiscal Year 2005:

014	Annual Cost		$ 3,727,632	=	$0.14 /Cylinder Monthly
	Disk Storage	-Agencies	14,840,328 Cylinders		
		-IMServices	11,785,617 Cylinders		

064	Annual Cost		$ 114,754	=	$0.14 /Cylinder Monthly
	CMS Disk Storage	-Agencies	390,000 Cylinders		
		-IMServices	429,669 Cylinders		

Cost Centers 83 and 86 both provide storage solutions for our clients. In FY05, we will begin the process to consolidate these two cost centers. This directions is the result of advances in technology which provide more efficient and cost effective storage solutions for our clients.

See page labeled Storage CC83CC86 for combined expenses and revenues.

TAPE/CARTRIDGE CENTER (86)

The State maintains a library of thousands of tape volumes, primarily for those functions which do not require the high-speed, random access afforded by disk units.

A standard rate is established to recover all direct, indirect, and overhead expenses of operating this center. This rate is established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 337,237	28.02%
Cost Center Depreciation	55,270	4.59%
Costs Transferred In	767,335	63.76%
IMServices Resource Utilization	48,704	4.05%
Interest Income	(5,000)	(0.42%)
Variance Applied to Fiscal Year 2005 Plan	-	(0.00%)
TOTAL COST	$ 1,203,546	

Variance Applied to Fiscal Year 2005 Plan	$	-
Variance Deferred beyond Fiscal Year 2005 Plan	$	(482,000)

Projected Billing Revenues Fiscal Year 2005:

012	$\dfrac{\text{Annual Cost}}{\text{Tape Mounts}}$	-Agencies -IMServices	$1,201,421 185,168 Mounts 295,401 Mounts	=	$2.50 /Mount
062	$\dfrac{\text{Annual Cost}}{\text{CMS Tape Mounts}}$	-Agencies -IMServices	$ 2,125 343 Mounts 507 Mounts	=	$2.50 /Mount

Cost Centers 83 and 86 both provide storage solutions for our clients. In FY05, we will begin the process to consolidate these two cost centers. This directions is the result of advances in technology which provide more efficient and cost effective storage solutions for our clients.

See page labeled Storage CC83CC86 for combined expenses and revenues.

STORAGE CC83/86

The ability to access computer data in a dynamic and random mode has transformed the data processing industry. The State's inventory of disk-stored data continues to grow rapidly. Improvements in this technology continues to accelerate this growth. The State also maintains a library of thousands of tape volumes, primarily for those functions which do not require the high-speed, random access afforded by disk units.

A standard rate is established to recover all direct, indirect, and overhead expenses of operating this center. This rate is established on the basis of all resource usage by State agencies, Information Management Services and for Unit Services.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 433,592	8.59%
Cost Center Depreciation	332,535	6.59%
Costs Transferred In	3,891,267	77.12%
IMServices Resource Utilization	406,038	8.05%
Interest Income	(17,500)	(0.35%)
Variance Applied to Fiscal Year 2005 Plan	-	(0.00%)
TOTAL COST	$ 5,045,932	

Variance Applied to Fiscal Year 2005 Plan	$ -
Variance Deferred beyond Fiscal Year 2005 Plan	$ (1,711,000)

Projected Billing Revenues Fiscal Year 2005:

014	Annual Cost		$ 3,727,632	=	$0.14 /Cylinder Monthly
	Disk Storage	-Agencies	14,840,328 Cylinders		
		-IMServices	11,785,617 Cylinders		

064	Annual Cost		$ 114,754	=	$0.14 /Cylinder Monthly
	CMS Disk Storage	-Agencies	390,000 Cylinders		
		-IMServices	429,669 Cylinders		

012	Annual Cost		$ 1,201,421	=	$2.50 /Mount
	Tape Mounts	-Agencies	185,168 Mounts		
		-IMServices	295,401 Mounts		

062	Annual Cost		$ 2,125	=	$2.50 /Mount
	CMS Tape Mounts	-Agencies	343 Mounts		
		-IMServices	507 Mounts		

DISTRIBUTED COMPUTING SUPPORT (88)

This cost center provides staff and support for the Department of Health and Human Services Systems. The supported environment includes both help desk level 2 and 3 staff and configuration management technicians. Costs are charged to HHSS on an actual cost basis for services rendered.

Projected Cost Fiscal Year 2005:

Direct Expenditures	$ 1,936,580	101.20%
Cost Center Depreciation	-	0.00%
Costs Transferred In	455,465	23.80%
IMServices Resource Utilization	5,098	0.27%
Interest Income	(27,500)	(1.44%)
Variance Applied to Fiscal Year 2005 Plan	(456,000)	-23.83%
TOTAL COST	$ 1,913,643	

Variance Applied to Fiscal Year 2005 Plan	$	(456,000)
Variance Deferred beyond Fiscal Year 2005 Plan	$	(469,000)

Projected Billing Revenues Fiscal Year 2005:

170
$$\frac{\text{DCS Support/Annual}}{\text{DCS Support/Annual Revenues}} \quad \frac{\$\ 1,913,643}{12\ \text{Months}} \quad = \quad \$159,470\ /\text{Monthly}$$

IMServices REVOLVING FUND 56560

(PROGRAM 172)

Indirect (Management), Indirect, & Direct Business Units & Cost Centers Fiscal Year 2005

INDIRECT (MANAGEMENT) CENTERS:

BUSINESS UNIT SUB-PROGRAMS
65070021　00　IMServices Administration

INDIRECT CENTERS:

BUSINESS UNIT SUB-PROGRAMS
65070026　10　Systems Management and Technical Support
65070027　11　Data Base Management
65070029　13　Computer Operations
65070041　15　Directory Services

DIRECT CENTERS:

BUSINESS UNIT SUB-PROGRAMS
65070022　01　Agency Pass-Through Costs
65070023　02　Network Support
65070028　12　CICS Management
65070030　16　Distributed Systems
65070031　18　PC/LAN Support
65070032　20　Central Processing Unit (OS/390 Computer)
65070034　25　Production Control
65070035　30　Central Processing Unit (VM/CMS Computer)
65070036　40　Hosting
65070037　50　Application Development
65070038　83　Direct Access Storage (Disk)
65070039　86　Tape/Cartridge Center
65070040　88　Distributed Computing Support

IMS CHART OF EXPENDITURES AND SOURCE OF REVENUE ACCOUNTS
FOR TRANSACTIONS IN THE NEBRASKA ACCOUNTING SYSTEM

510000   PERSONAL SERVICES - ALL PERSONNEL STAFF POSITIONS CODED BY COST CENTER. See Attachment D

SALARIES AND WAGES

511100	Permanent salaries and wages
511200	Temporary salaries and wages
511300	Overtime payments
511400	Shift differential payments
511500	Per diem payments
511800	Compensatory time paid
511900	Supplemental (one-time)

LEAVE EXPENSE

512100	Vacation leave expense
512200	Sick leave expense
512300	Holiday leave expense
512400	Military leave expense
512500	Funeral leave expense
512600	Civil leave expense
512700	Injury leave expense
512800	Administrative leave expense

STATE COST OF BENEFITS

515100	Retirement plans expense
515200	OASDI Expense
515400	Life and accident insurance expense
515500	Health insurance expense
516500	Worker's compensation insurance expense
516200	Tuition and education fees expense
516400	Unemployment compensation insurance expense
516500	Worker's compensation premiums

520000   OPERATING EXPENSES

521100	Postage expense: charged C/C (00) for allocation
521200	Communications expense: charged C/C (00)
521300	Freight expense: C/C direct
521400	Data processing charges: C/C direct
521500	Publications and printing expense: C/C direct
522100	Dues and subscriptions expense: C/C direct
522200	Conference expense: C/C direct

RENT EXPENSE - REAL PROPERTY

524600	Rent expense - building

RENT EXPENSE - PERSONAL PROPERTY - C/C direct

525100	Rent expense - office equipment
525200	Rent expense - data processing equipment
555200	Data processing software license service fees
525400	Rent expense - other personal property
525500	Rent expense - data processing software

ATTACHMENT C

520000 **REPAIR AND MAINTENANCE EXPENSE - PERSONAL PROPERTY - C/C DIRECT**

527100	Repair and maintenance expense - office equipment
527400	Repair and maintenance expense - data processing equipment
559100	Other operating expense: C/C direct

530000 **SUPPLIES AND MATERIALS**

531100	Office supplies expense: charged C/C (00) for allocation
521400	Computer operations supplies: C/C direct
533100	Household supply expense: C/C direct
534600	Educational and recreational expense
521500	Technical books and manuals: C/C direct

CONTRACTUAL SERVICES EXPENSE

542500	Engineering and architect expense: C/C direct
543100	Educational services expense: charged C/C (03)
554900	Other contractual services expense: C/C direct

570000 **TRAVEL EXPENSES - C/C direct**

571100	Board and lodging expense
572100	Commercial transportation expense
573100	State-owned transportation expense
574500	Personal vehicle mileage expense
575100	Miscellaneous travel expense

580000 **CAPITAL OUTLAY - C/C direct**

581500	Buildings and other structures

CAPITAL OUTLAY - PERSONAL PROPERTY

583000	Office equipment
583000	Miscellaneous office equipment (period expense)
587400	Data processing equipment time payments
583300	Data processing hardware purchases
555200	Data processing software procurement

470000 **REVENUE FROM SERVICES - C/C direct** at time of billing

471100	Professional and technical services

480000 **REVENUE FROM INVESTMENTS- Credited C/C (00) for allocation**

481100	Investment interest
486500	Prior period adjustments

490000 **SALE OF ASSETS - C/C direct**

491300	Sale of surplus equipment
491300	Data processing equipment sales

NEBRASKA EMPLOYEE INFORMATION SYSTEM
IMServices - Summary of Staff Positions by Business Unit
Program 172

Business Unit			Class Title					FTE
65070021			Accountant III					1.00
65070021			Accounting Clerk II					1.00
65070021			Budget Officer III					1.00
65070021			DAS Data Proc.Deputy Admin.					1.00
65070021			DAS Division Administrator					1.00
65070021			IT Help Desk Coordinator					3.00
65070021			IT Help Desk Coordinator/Sr.					1.00
65070021			IT Help Desk Supervisor					1.00
65070021			IT Supervisor					1.00
65070021			IT Technical Assistant					2.00
65070021			Secretary/Administrative					1.00
65070021			Staff Assistant II					1.00
65070021			Training Coordinator					1.00
					Business Unit Total			16.00

Business Unit			Class Title					FTE
65070023			IT Infrastruc.Supp.Analyst/Ld					2.00
65070023			IT Infrastructure Supp.Analyst					2.00
65070023			IT Infrastructure Support Tech					1.00
65070023			Telecommunications Analyst/Sr.					1.00
					Business Unit Total			6.00

Business Unit			Class Title					FTE
65070026			IT Supervisor					3.00
65070026			IT Systems Programmer					2.00
65070026			IT Systems Programmer/Lead					6.00
65070026			IT Systems Programmer/Senior					5.00
65070026			IT Technical Assistant					1.00
					Business Unit Total			17.00

Business Unit			Class Title					FTE
65070027			IT Supervisor					1.00
65070027			IT Data/Database Analyst/Lead					1.00
					Business Unit Total			2.00

Business Unit			Class Title					FTE
65070029			Custodian/Housekeeper					1.00
65070029			IT Computer Operations Supv					2.00
65070029			IT Computer Operator					6.00
65070029			IT Computer Operator/Lead					4.00
65070029			IT Computer Operator/Senior					4.00
65070029			IT Manager I					1.00
65070029			IT Manager II					2.00
65070029			IT Systems Programmer/Lead					1.00
65070029			IT Technical Assistant					2.00
					Business Unit Total			23.00

Business Unit			Class Title					FTE
65070030			IT Supervisor					1.00
65070030			IT Systems Programmer/Lead					1.00
65070030			IT Systems Programmer/Senior					2.00
					Business Unit Total			4.00

ATTACHMENT D

	A	B	C	D	E	F	G	H	I
1									
2	**Business Unit**				**Class Title**				**FTE**
3	65070031			IT Applic.Developer					1.00
4	65070031			IT Infras Sup Analyst/Lead					1.00
5	65070031			IT Infrastruc.Supp.Analyst/Sr					4.00
6	65070031			IT Infrastructure Supp.Analyst					4.00
7	65070031			IT Supervisor					2.00
8						Business Unit Total			12.00
9									
10	**Business Unit**				**Class Title**				**FTE**
11	65070034			IT Operations Analyst					4.00
12	65070034			IT Operations Analyst/Senior					2.00
13	65070034			IT Supervisor					1.00
14	65070034			IT Systems Programmer/Lead					1.00
15									8.00
16	**Business Unit**								
17	65070036			IT Infrastructure Supp.Analyst					1.00
18	65070036			IT Systems Programmer/Lead					1.00
19						Business Unit Total			2.00
20									
21	**Business Unit**				**Class Title**				**FTE**
22	65070037			IT Applic.Developer					21.00
23	65070037			IT Applic.Developer/Lead					31.00
24	65070037			IT Applic.Developer/Senior					47.00
25	65070037			IT Applic.Developer/Staff Spec					1.00
26	65070037			IT Bus Sys Analyst/Coord					2.00
27	65070037			IT Data/Database Analyst					1.00
28	65070037			IT Data/Database Analyst/Lead					2.00
29	65070037			IT Database Analyst/Senior					3.00
30	65070037			IT Infrastruc.Supp.Analyst/Ld					1.00
31	65070037			IT Infrastruc.Supp.Analyst/Sr					1.00
32	65070037			IT Manager I					3.00
33	65070037			IT Manager II					1.00
34	65070037			IT Supervisor					9.00
35	65070037			IT Technical Assistant					2.00
36	65070037			IT Technical Assistant/Lead					1.00
37						Business Unit Total			126.00
38									
39	**Business Unit**				**Class Title**				**FTE**
40	65070039			IT COMPUTER OPERATOR/TECH					1.00
41						Business Unit Total			1.00
42									
43	**Business Unit**				**Class Title**				**FTE**
44	65070040			IT Help Desk Supervisor					1.00
45	65070040			IT Infrastruc.Supp.Analyst/Sr					4.00
46	65070040			IT Infrastructure Supp.Analyst					5.00
47	65070040			IT Technical Assistant					1.00
48						Business Unit Total			11.00
49									
50	**Business Unit**				**Class Title**				**FTE**
51	65070041			IT Applic.Developer/Lead					1.00
52	65070041			IT Applic.Developer/Senior					1.00
53	65070041			IT Staff Specialist					1.00
54	65070041			IT Systems Programmer/Senior					1.00
55						Business Unit Total			4.00
56									
57						Program Total			
58									232.00

ATTACHMENT D

IMServices BILLING PROCEDURES

DAILY PROCESSING

From IMServices EMPLOYEES →

DAILY TIME SHEETS

MACHINE CHARGES ← FROM SMK

CORRECTION PROCEDURE →

DAILY EDIT PROCESS

EDIT REPORT

MONTHLY PROCESSING

From IMServices ACCOUNTANT →

SPECIAL CHARGES AND CREDITS

MACHINE GENERATED SPECIAL CHARGES

VALID DAILY MACHINE AND EMPLOYEE CHARGES

MONTHLY BILLING PROCESS

IBT DOCUMENT

BILLING DISTRIBUTION

TO IMServices CLIENTS →

ATTACHMENT E

IMSERVICES STANDARD RATE UNIT COSTS

CODE	RESOURCE DESCRIPTION	TYPE UNIT	COST FY04	COST FY05
002	Enterprise Server	SEC-CPU	$ 0.2000	$ 0.1900
003	DB2-Inquiry	SEC-CPU	0.2000	0.1900
011	Local Printing - 1 Part	1000 lines	1.0000	-
012	Tape Mounts	Each	2.6000	2.5000
013	Job Setup	Job	2.7500	2.7500
014	Disk Storage	Cylinder/Month	0.1400	0.1400
015	Job Output	Report	0.5800	0.5800
021	Minicomputer-RJE Access	Node	50.0000	50.0000
022	LAN Segment Connections	Connection	300.0000	300.0000
026	Fixed Functional Terminal Connection	Connection	12.0000	12.0000
027	Direct Computer Connection	Connection	150.0000	150.0000
032	Dispatch Online View	Each	0.0500	0.0500
034	CICS Share	SEC-CPU	0.6800	0.4000
035	CICS Test	SEC-CPU	0.6800	0.4000
042	Local Printing - 2 Part	1000 lines	2.5200	-
043	Local Printing - 3 Part	1000 lines	3.7300	-
044	Local Printing - 4 Part	1000 lines	4.9500	-
045	Page Print	Page	0.0475	-
046	Warrant Printing	Warrant	0.0800	-
053	CMS Processor Prime 0800-1700	SEC-CPU	0.4800	1.6000
054	CMS Processor Non-Prime	SEC-CPU	0.2600	1.6000
061	CMS Local Printing - 1 Part	1000 lines	1.0000	-
062	CMS Tape Mounts	Each	2.6000	2.5000
063	CMS File Recovery	Each	10.0000	10.0000
064	CMS Disk Storage	Cylinder/Month	0.1400	0.1400
065	CMS Job Output	Report	0.5800	0.5800
082	E-Mail Support	Month	10.0000	10.0000
083	Desktop Support	Desktop	145.0000	145.0000
084	Desktop Support (Limited)	Desktop	26.0000	-
104	Analysts Clerical	Hour	42.0000	42.0000
107	Job Scheduler	Hour	42.0000	42.0000
109	Monthly Server Support	Each	160.0000	160.0000
144	Applications Developer	Hour	56.0000	56.0000
146	Senior Applications Developer	Hour	67.0000	67.0000
148	Lead Applications Developer	Hour	74.0000	74.0000
154	PC LAN Support Analysts	Hour	40.0000	40.0000
156	PC LAN Senior Analysts	Hour	48.0000	48.0000
158	PC LAN Support Lead	Hour	54.0000	54.0000
201	SWI - Maintenance	Record	0.0005	0.0005
207	AMC - Print Lines	/100 lines	0.1800	0.1800
208	AMC - Item File Storage	/100 records	0.4100	0.4100
209	AMC - Work Order File Storage	/100 records	0.4600	0.4600
211	State Gas Systems Charges	Gallon	0.0060	0.0060
	Management/Administrative Support		15.0000	15.0000

CONTRACT PROGRAMMERS:

Contractors are billed in $1 increments. The hourly rate for each contractor is dependent upon the exact cost to IMServices. Please contact Central Finance (1-3451) for additional information if required.

ATTACHMENT F

IMSERVICES EQUIPMENT, SOFTWARE, SUPPLIES, MAINTENANCE AND MISCELLANEOUS EXPENSE ITEMS PASSED - THROUGH TO CLIENT AGENCIES AT COST

CODE	RESOURCES DESCRIPTION	CODE	RESOURCES DESCRIPTION
049	OS/390Adjustment to JOB	327	Tape cartridge - 3480
072	DAS Accounting NAS/NEIS SQL access	328	Tape cartridge - 3490
102	Employee time within cost center	331	Vendor service
105	Clerical	332	Information Network Fee
106	DAS Accounting - data entry	348	IBM manuals
305	IMServices Training - Classes	397	Software maintenance
307	IMServices Training - Room Rental	405	Agency software direct purchases
309	IMServices Training - Equipment Rental	408	DP hardware purchases
317	Magnetic Tape - 1200 ft	409	DP software purchases
318	Magnetic Tape - 2400 ft	413	Secure ID card
319	Tape cartridge	641	3482 purchased terminal
321	Computer paper, ribbons, misc.	643	3472 purchased terminal
325	Freight charges	645	3477 purchased terminal
326	Parts/features	756	Westlaw monthly software usage

ATTACHMENT F

(02) NETWORK SUPPORT

COST CENTERS-----
VARIANCE, YTD COST vs. BILLINGS

	FY05 PLAN	ACTUAL YTD	% OF PLAN
DIRECT EXPENDITURES (PER. Adj'd)	1,314,447	0	69.4%
TRANSFERS, ALLOC, DEP/AMORT	359,615	0	19.0%
IMS RESOURCES USED	219,479	0	11.6%
UNIT SERVICES RESOURCES USED		0	0.0%
TOTAL COST	1,893,541	0	100.0%
PRIOR-YEAR COST ROLLED FWD	0	0	0.0%
IMS BILLED REVENUES:			
RESOURCES BILLED AGENCIES	-1,798,744	0	95.0%
RESOURCES APPLIED TO IMS	-94,797	0	5.0%
RESOURCES APPLIED UNIT SERV	0	0	0.0%
TOTAL REVENUE	-1,893,541	0	100.0%
COST OVER OR (UNDER) BILLED AMT	0	0.0%	0

(12) CICS SYSTEM MGMT

	FY05 PLAN	ACTUAL YTD	% OF PLAN
DIRECT EXPENDITURES	857,150	0	25.0%
TRANSFERS, ALLOC, DEP/AMORT	455,659	0	13.3%
IMS RESOURCES USED	2,121,143	0	61.8%
UNIT SERVICES RESOURCES USED		0	
TOTAL COST	3,433,952	0	100.0%
PRIOR-YEAR COST ROLLED FWD	-265,000	0	7.72%
RESOURCES BILLED AGENCIES	-3,160,898	0	92.05%
RESOURCES APPLIED TO IMS	-8,054	0	0.23%
RESOURCES APPLIED UNIT SERV		0	0.00%
TOTAL REVENUE	-3,433,952	0	100.0%
COST OVER OR (UNDER) BILLED AMT	0	0.0%	0

(16) DISTRIBUTED SUPPORT

COST CENTERS-----
VARIANCE, YTD COST vs. BILLINGS

	FY05 PLAN	ACTUAL YTD	% OF PLAN
DIRECT EXPENDITURES (PER. Adj'd)	372,413	0	65.9%
TRANSFERS, ALLOC, DEP/AMORT	165,670	0	29.3%
IMS RESOURCES USED	27,396	0	4.8%
UNIT SERVICES RESOURCES USED		0	0.0%
TOTAL COST	565,479	0	100.0%
PRIOR-YEAR COST ROLLED FWD	0	0	0.0%
IMS BILLED REVENUES:			
RESOURCES BILLED AGENCIES	0	0	0.0%
RESOURCES APPLIED TO IMS	-565,479	0	100.0%
RESOURCES APPLIED UNIT SERV	0	0	0.0%
TOTAL REVENUE	-565,479	0	100.0%
COST OVER OR (UNDER) BILLED AMT	0	0.0%	0

(18) PC/LAN SUPPORT

	FY05 PLAN	ACTUAL YTD	% OF PLAN
DIRECT EXPENDITURES	1,133,161	0	87.3%
TRANSFERS, ALLOC, DEP/AMORT	153,232	0	11.8%
IMS RESOURCES USED	12,089	0	0.9%
UNIT SERVICES RESOURCES USED		0	0.0%
TOTAL COST	1,298,482	0	100.0%
PRIOR-YEAR COST ROLLED FWD	0	0	0.0%
RESOURCES BILLED AGENCIES	-708,662	0	54.6%
RESOURCES APPLIED TO IMS	-589,820	0	45.4%
RESOURCES APPLIED UNIT SERV		0	0.0%
TOTAL REVENUE	-1,298,482	0	100.0%
COST OVER OR (UNDER) BILLED AMT	0	0.0%	0

(20) CPU MVS SYSTEM

	FY05 PLAN	ACTUAL YTD	% OF PLAN
DIRECT EXPENDITURES	4,680,025	0	36.9%
TRANSFERS, ALLOC, DEP/AMORT	7,267,668	0	57.3%
IMS RESOURCES USED	737,228	0	5.8%
UNIT SERVICES RESOURCES USED		0	0.0%
TOTAL COST	12,684,921	0	100.0%
PRIOR-YEAR COST ROLLED FWD	-1,250,000	0	9.9%
RESOURCES BILLED AGENCIES	-7,686,318	0	60.6%
RESOURCES APPLIED TO IMS	-3,748,603	0	29.6%
RESOURCES APPLIED UNIT SERV		0	0.0%
TOTAL REVENUE	-12,684,921	0	100.0%
COST OVER OR (UNDER) BILLED AMT	0	0.0%	0

COST CENTERS---------------
VARIANCE, YTD COST vs. BILLINGS

	(83/86) Storage			(88) DISTR COMPUTING		
	FY05 PLAN	ACTUAL YTD	% OF PLAN	FY05 PLAN	ACTUAL YTD	% OF PLAN
DIRECT EXPENDITURES (PER. Adj'd)	433,592	0	0.0%	1,936,580	0	0.0%
TRANSFERS, ALLOC, DEP/AMORT	4,206,302	0	0.0%	427,965	0	0.0%
IMS RESOURCES USED	406,038	0	0.0%	5,098	0	0.0%
UNIT SERVICES RESOURCES USED		0	0.0%		0	0.0%
TOTAL COST	5,045,932	0	0.0%	2,369,643	0	0.0%
PRIOR-YEAR COST ROLLED FWD	0	0	0.0%	-456,000	0	0.0%
IMS BILLED REVENUES:						
RESOURCES BILLED AGENCIES	-2,596,022	0	0.0%	-1,913,643	0	0.0%
RESOURCES APPLIED TO IMS	-2,449,910	0	0.0%		0	0.0%
RESOURCES APPLIED UNIT SERV		0	0.0%		0	0.0%
TOTAL REVENUE	-5,045,932	0	0.0%	-2,369,643	0	0.0%
COST OVER OR (UNDER) BILLED AMT	0.0%	0		0.0%	0	

STATE OF NEBRASKA DAS - IMServices FY 2005 PROJECTED COST CENTER DIRECT EXPENDITURES BY ACCOUNT

CC #	COST CENTER DESCRIPTION	NO. OF EMP	510000s WAGES & BENEFITS	4212 COMM EXPENSE	4214/4215 4219-21-22 4346	4242 RENT MAINT	4253 SOFTWARE EXPENSE	4274 REPAIR EXPENSE	4279 CONTR EXPENSE	4421 CONTR SERVICE	4211/4213 4414/4415 4419/4491	NOT 4346 4300s SUPPLY EXPENSE	4700s TRAVEL EXPENSE	4800s EQUIP EXPENSE	TOTAL DIRECT EXPEND
00	ADMINISTRATION	16.00	970,392	175,000	44,300	357,830	60,550	0	0	0	296,200	37,500	6,000	52,000	1,999,772
	MGMT CENTERS	16.00	970,392	175,000	44,300	357,830	60,550	0	0	0	296,200	37,500	6,000	52,000	1,999,772
10	SYSTEM MGMT	17.00	1,557,782	0	22,300	63,800	0	0	5,000	0	0	1,000	15,000	12,000	1,676,882
11	DATA BASE MGMT	2.00	186,386	0	2,000	17,930	2,225,797	0	0	265,000	0	500	1,000	3,000	2,701,613
13	COMPUTER OPER	23.00	1,237,706	0	7,500	107,580	764,458	0	1,000	0	13,400	250	300	8,000	2,140,194
15	SECURITY	4.00	283,396	0	8,500	5,170	200,107	0	0	265,000	0	3,000	8,000	127,500	900,673
	INDIRECT CENTERS	46.00	3,265,270	0	40,300	194,480	3,190,362	0	6,000	530,000	13,400	4,750	24,300	150,500	7,419,362
01	AGENCY PASSTHRU	0	0	0	0	0	915,000	0	0	10,000	0	0	0	25,000	950,000
02	NETWORK SUPPORT	6.00	497,645	0	25,500	101,927	175,875	0	215,000	0	13,500	50,000	10,000	225,000	1,314,447
12	CICS MGMT	0	0	0	0	0	603,650	0	0	250,000	0	500	0	3,000	857,150
16	DISTR SYSTEMS	4.00	338,861	0	1,000	16,280	11,072	1,000	0	0	0	500	700	3,000	372,413
18	PC/LAN SUPPORT	12.00	958,291	0	7,300	26,070	30,000	14,000	0	0	3,000	35,500	7,000	52,000	1,133,161
20	CPU MVS COMP	0	0	0	300	28,270	3,825,634	0	400,000	375,275	22,500	500	0	27,546	4,680,025
25	PRODUCTION CTRL	8.00	328,273	0	2,500	53,350	0	0	0	0	0	500	1,500	3,500	389,623
30	CPU VM/CMS COMP	0	0	0	0	0	328,716	10,000	0	0	0	500	0	3,500	342,716
40	HOSTING SERVICES	2.00	128,033	0	0	0	63,250	0	30,870	0	0	0	0	175,920	398,073
50	APPL DEVELOPMNT	126.00	8,557,757	0	21,200	226,490	300,398	0	2,000	10,647,045	16,200	4,000	0	157,100	19,932,190
83	DISK STORAGE	0	0	0	0	28,270	18,585	0	30,000	0	7,500	0	0	12,000	96,355
86	TAPE/CART CENTER	1.00	65,472	0	10,000	45,430	8,335	0	200,000	0	0	0	0	8,000	337,237
88	DISTR SUPPORT	11.00	703,755	0	0	2,750	0	0	0	1,230,075	0	0	0	0	1,936,580
	DIRECT COST CTRS	170.00	11,578,087	0	67,800	528,837	6,280,515	25,000	877,870	12,512,395	62,700	92,000	19,200	695,566	32,739,970
	TOTALS	232.00	15,813,749	175,000	152,400	1,081,147	9,531,427	25,000	883,870	13,042,395	372,300	134,250	49,500	898,066	42,159,104

STATE OF NEBRASKA DAS - IMServices FY 2005 PROJECTED COST CENTER UTILIZATION'S

CC #	COST CENTER DESCRIPTION	SQUARE FT OF SPACE	TOTAL DIRECT EXPEND	EQUIP DEPR EXPENSE	8111 INTEREST INCOME	TRANSFER EDUCATION & TRAINING	TRANSFER MISC	TRANSFER CDC	RESOURCE USAGE BY IMServices	USAGE CREDITED TO CC'S	TOTAL ADJUSTED COST
00	ADMINISTRATION	17,465	1,999,772	0	0	0	0	0	547,293	0	2,547,065
	MGMT CENTERS	17,465	1,999,772	0	0	0	0	0	547,293	0	2,547,065
10	SYSTEM MGMT	2,956	1,676,882	0	0	0	0	0	2,043,200	0	3,720,082
11	DATA BASE MGMT	832	2,701,613	0	0	0	0	0	785,996	0	3,487,609
13	COMPUTER OPER	1,756	2,140,194	0	0	0	0	0	1,008,599	0	3,148,793
15	SECURITY	240	900,673	0	0	0	0	0	0	0	900,673
	INDIRECT CENTERS	5,784	7,419,362		0	0	0	0	3,837,795	0	11,257,157
01	AGENCY PASSTHRU	0	950,000	0	0	0	0	0	0		950,000
02	NETWORK SUPPORT	5,464	1,314,447	223,450	-17,500	0	0	0	219,479	-94,797	1,645,079
12	CICS MGMT	0	857,150	0	-20,000	0	0	0	2,121,143	-8,054	2,950,239
16	DISTR SYSTEMS	756	372,413	0	-2,500	0	0	0	27,396	0	397,309
18	PC/LAN SUPPORT	1,388	1,133,161	0	-2,500	0	0	0	12,089	-589,820	552,930
20	CPU MVS COMP	1,308	4,680,025	922,652	-25,000	0	0	0	737,228	-3,748,603	2,566,302
25	PRODUCTION CTRL	2,470	389,623	0	-5,000	0	0	0	407,912	-259,635	532,900
30	CPU VM/CMS COMP	0	342,716	128,221	-10,000	0	0	0	2,730	-633,953	-170,286
40	HOSTING	0	398,073	0	0	0	0	0	0	-60,352	337,721
50	APPL DEVELOPMNT	10,490	19,932,190	0	-122,500	0	0	0	542,738	-1,021,815	19,330,613
83	DISK STORAGE	1,308	96,355	277,265	-12,500	0	0	0	357,334	-1,710,140	-991,686
86	TAPE/CART CENTER	2,106	337,237	55,270	-5,000	0	0	0	48,704	-739,770	-303,559
88	DISTR SUPPORT	300	1,936,580	0	-27,500	0	0	0	5,098	0	1,914,178
	DIRECT COST CTRS	25,590	32,739,970	1,606,858	-250,000	0	0	0	4,481,851	-8,866,939	29,711,740
	TOTALS	48,839	42,159,104	1,606,858	-250,000	0	0	0	8,866,939	-8,866,939	43,515,962

0

STATE OF NEBRASKA DAS – IMServices FY 2005 COSTS DISTRIBUTION FROM MANAGEMENT & INDIRECT CENTERS TO DIRECT CENTERS

CC #	COST CENTER DESCRIPTION	TOTAL ADJUSTED COST	ALLOCATED ADM % OF SUPPORT	ALLOCATED HELPDESK % O SUPPORT	SYSTEMS MANAGEMNT SUPPORT	DATA BASE MGMT SUPPORT	OPERATIONS % OF SUPPORT	SECURITY	DIRECT C/CS TOTALS	VARIANCE APPLIED FY 03	COST TO RECOVER
00	ADMINISTRATION	2,547,065	-2,196,243	-350,822					0	0	0
	MGMT CENTERS	2,547,065	-2,196,243	-350,822	0	0	0	0	0	0	0
10	SYSTEM MGMT	3,720,082	87,850	0	-3,807,932				0	0	0
11	DATA BASE MGMT	3,487,609	21,962	0		-3,509,571			0	0	0
13	COMPUTER OPER	3,148,793	505,136	0			-3,653,929		0	0	0
15	SECURITY	900,673	0	0				-900,673	0	0	0
	INDIRECT CENTERS	11,257,157	614,948	0	-3,807,932	-3,509,571	-3,653,929	-900,673	0	0	0
01	AGENCY PASSTHRU	950,000	0	0	0	0	0	0	950,000	0	950,000
02	NETWORK SUPPORT	1,645,079	109,812	43,853	0	0	0	0	1,798,744	0	1,798,744
12	CICS MGMT	2,950,239	87,850	7,016	380,793	0	0	0	3,425,898	-265,000	3,160,898
16	DISTR SYSTEMS	397,309	43,925	87,706	0	0	36,539	0	565,479	0	565,479
18	PC/LAN SUPPORT	552,930	32,944	122,788	0	0	0	0	708,661	0	708,661
20	CPU MVS COMP	2,566,302	0	40,345	2,094,362	1,544,211	1,790,425	900,673	8,936,318	-1,250,000	7,686,318
25	PRODUCTION CTRL	532,900	0	0	0	0	365,393	0	898,293	0	898,293
30	CPU VM/CMS COMP	-170,286	0	7,016	380,793	35,096	182,696	0	435,316	-40,000	395,316
40	HOSTING	337,721	10,981	7,016	190,397			0	546,115	0	546,115
50	APPL DEVELOPMNT	19,330,613	1,076,159	0	0	0	0	0	20,406,772	0	20,406,772
83	DISK STORAGE	-991,686	0	0	571,190	1,930,264	548,089	0	2,057,857	0	2,057,857
86	TAPE/CART CENTER	-303,559	0	0	0	0	548,089	0	434,927	0	434,927
88	DISTR SUPPORT	1,914,178	219,624	35,082	190,397	0	182,696	0	2,351,581	-456,000	1,895,581
	DIRECT COST CTRS	29,711,740	1,581,295	350,822	3,807,932	3,509,571	3,653,929	900,673	43,515,962	-2,011,000	41,504,962
	TOTALS	43,515,962	0	0	0	0	0	0	43,515,962	-2,011,000	41,504,962

STATE OF NEBRASKA DAS - IMServices VARIANCES ACTUAL VS. PLAN AS APPLIED IN FY05 COST ALLOCATION PLAN

C/C	DESCRIPTION	DEFERRED VARIANCES FROM FY03	FY 04 ADJUSTMENTS EXPL BELOW	ACTUAL VARIANCES FY 2004	TOTAL VAR ROLL FRWD FY 2004	AMT VAR APPLIED TO FY05 PLAN	AMT VAR DEFERRED BEYOND FY05
02	NETWORK SUPPORT	-947,182		-405,818	-1,353,000		-1,353,000
12	CICS SYSTEMS MGMT	-923,162		-786,838	-1,710,000	-265,000	-1,445,000
16	COUNTY SYSTEM	-127,556		-1,444	-129,000		-129,000
18	PC/LAN SUPPORT	-53,351		-137,649	-191,000		-191,000
20	CPU (MVS COMPUTER)	-3,218,583		-2,346,417	-5,565,000	-1,250,000	-4,315,000
21	PRINTING SERVICE	-323,164		295,164	-28,000		-28,000
25	PRODUCTION CONTROL	-346,684		211,684	-135,000		-135,000
30	CPU (VM/CMS COMPUTER)	-57,972		-149,028	-207,000	-40,000	-167,000
40	HOSTING	0		120,000	120,000		120,000
50	APPL DEVELOPMENT	-1,977,156		-51,844	-2,029,000		-2,029,000
83	DIRECT ACCESS STORAGE	-883,343		-345,657	-1,229,000		-1,229,000
86	TAPE/CARTRIDGE CENTER	-309,786		-172,214	-482,000		-482,000
88	DCS	-398,238		-526,762	-925,000	-456,000	-469,000
	TOTALS	-9,566,177	0	-4,296,823	-13,863,000	-2,011,000	-11,852,000